

**CENTRAL TEXAS COLLEGE FACULTY SENATE
MINUTES OF THE REGUALR MEETING**

March 26, 2004 9:00 a.m. Criminal Justice Building, Room 106

Present: Officers: Suzanne Morales (President), Jim Sisson (President-Elect), Marie Smith (Treasurer), Dana L. Watson (Secretary), Doug Edwards (Webmaster)

Not Present:

Members: 36

Visitors:

Call to Order/Welcome

President Suzanne Morales called the meeting to order at 9:00 a.m.

Approval of Minutes

President Morales accepted the minutes of the February 20, 2004 meeting as printed on the Faculty Senate website as there were no corrections/additions.

Treasurer's Report

Marie Smith submitted the following report:

Beginning Balance		\$3,195.03
Income		
Peer Appreciation Banquet	1,537.00	
Dues	15.00	
Total Income		1,552.00
Expenses		
Printing	22.11	
Total Expenses		<u>22.11</u>
Balance This Meeting		\$4,724.92

Standing Committees

Piper Professor: Jerrie Cleaver stated that the committee is accepting nominations.

Professional Development: Christina Michura reminded all that documentation for professional development is due April 15th. A pamphlet has been prepared for faculty describing the forms, their use, and signatures required. If anyone has questions, they should contact Christina or others on this committee. It was also noted that the fall faculty preservice will be held on August 25th.

Faculty Affairs: Jim Sisson thanked all who assisted with the Peer Appreciation event; all who attended had a wonderful time.

Nominating Committee: Micki Simpson reminded all that nominating forms are to be turned in by next Friday with the election to be held at the next Faculty Senate meeting.

New Business

Laurelyn Carlisle, Dean, Instructional Services spoke on the current state of the compliance document recently sent to SACS/COC. The document may be reviewed by linking to the SACS webpage from the CTC homepage. There are also links to the accompanying documentation. The compliance document is linked to the documentation through technology to allow the reviewers access to all associated items/information. The Document Reference link will contain publications that will be continually updated. The review of CTC's compliance document will occur in May.

Jan Anderson updated the progress of the QEP. Response to the training sessions has been positive. We must ensure that all sites are aware of and knowledgeable about the QEP. Training was held on March 12th for department chairs to share information about the QEP and upcoming instructional training. The April 2nd instructional training session will be on reviewing syllabi, reviewing measurable outcomes, and making sure that mid-terms and finals are in line with the outcomes. The participants will then share the information with their units. Future training will cover how to measure and planning for measurement. In the fall we will be doing baseline measurements.

Old Business

President Morales commented on the Peer Appreciation event and congratulated those who were honored that evening.

Announcements and Kudos

Christina Michura showed a speech webpage of the students that will be competing at the national level on April 12th. These two students have won awards at each level they have competed in allowing CTC to be ranked 2nd in our region. The nationals will be held in Woodland Hills, California.

Dr. Frith noted that the SIFE students have completed their project at Copperas Cove HS. The team has devoted many hours to the success of the project. On April 8th they will compete in a regional meet in Dallas.

Peg Jennings noted that Dana Watson was selected to attend the TALL Texans Leadership Institute sponsored by the Texas Library Association. She also noted that the literary production *Byways* will be available in April and again this year the library will host an event where the authors and artisans can read, discuss, and describe their works. This will be held in the library around April 18th or 19th. All are invited to come and participate in this event.

Gordon Bacon noted that another workshop had been held and 200 people from a six county area attended. Sessions for directors, train-the-trainers, and general child care providers were available and in the evening an entertainer put on a program for the community children.

Doug Edwards congratulated CTC students who competed in a computer software program competition at Tarleton State.

John Henderson let everyone know that Joshua Everett was making a presentation on his instructional webpage (after the Faculty Senate meeting) and that anyone with an interest in this area might want to attend.

Les Ledger invited all to the Copperas Cove 125th year celebration to be held over the weekend.

Adjournment

President Morales adjourned the meeting at 10:00 a.m. there being no other business.